

## IMPROMPTU SPEAKING

The ability to express one's thoughts without prior preparation is a valuable asset, as are poise, self-confidence, and organization of facts. This event recognizes PBL members who develop qualities of business leadership by combining quick and clear thinking with conversational speaking.

### COMPETENCIES

Each participant will be given a topic related on one or more of the following: FBLA-PBL Goals, FBLA-PBL activities, FBLA-PBL current national programs; current events; and/or relevant business topics.

### ELIGIBILITY

Each chapter may enter one (1) participant who is a member of an active local chapter and is on record as having paid dues by **March 1** of the current school year.

Members who are, or have been, enrolled in a graduate program as of December 1 of the current school year are not eligible to participate in the competitive events program.

### REGULATIONS

1. An entry form must be mailed to the state office postmarked no later than the designated deadline.
2. Participants must be selected in accordance with the regulations of the state chapter and the national association.
3. Participants must not have entered this event at a previous State Leadership Conference.
4. Participants failing to report on time for the event may be **DISQUALIFIED**.
5. One (1) 4" by 6" index card will be given to each participant and may be used during the preparation and performance. Information may be written on both sides of the note card. Participants must furnish their own pens and pencils. The index card must be left with the event administrator following the presentation.
6. The speech should be four (4) minutes in length.
7. No reference materials may be brought to or used during the preparation or presentation.
8. A lectern will be available. No microphone will be used.
9. Participants must adhere to the dress code established by the Board of Directors, or penalty points will be deducted on the performance rating sheet.

### PROCEDURES

- ➡ Participants must report for instructions at the time designated in the conference program.
- ➡ Participants will prepare their speeches prior to appearing before the judges. Preparation time will be ten (10) minutes.
- ➡ Any notes made during the preparation time may be used when speaking. The note card must be submitted to the event administrator at the conclusion of the speech. Information may be written on both sides of the note card.

**PROCEDURES (continued)**

- ↪ At the time of the performance, the event administrator will introduce each participant by name only. Each speech should be four (4) minutes in length. A timekeeper will stand at the end of three (3) minutes. When the speaker is finished, the time used by the participant will be recorded, noting a deduction of five (5) points for any time under 3:31 or over 4:29.
- ↪ All performances are open to conference attendees, except performing participants of this event.

**JUDGING**

Speeches will be evaluated by a panel of judges. All decisions of the judges are final.

**AWARDS**

A plaque is presented to the first place winner. Certificates are given to winners of second through fifth places.

**PARTICIPATION AT NATIONAL**

The first and second place teams in this event are eligible to represent the state at the National Leadership Conference. Please refer to the National PBL Chapter Handbook for guidance.

# RATING SHEET – MISSOURI PBL



Rank \_\_\_\_\_

Name/School \_\_\_\_\_

## Impromptu Speaking

Evaluation Item	Not Demonstrated	Does Not Meet Expectations	Meets Expectations	Exceeds Expectations	Points Earned
<b>Competencies</b>					
Relation to the topic	0	1-5	6-10	11-15	
Purpose clearly stated	0	1-3	4-7	8-10	
Suitability and accuracy of statements	0	1-2	3-4	5	
<b>Organization</b>					
Topic adequately developed	0	1-3	4-7	8-10	
Logical sequence of ideas	0	1-3	4-7	8-10	
Accomplishment of purpose	0	1-3	4-7	8-10	
<b>Delivery</b>					
Voice quality, diction	0	1-3	4-7	8-10	
Appropriate gestures, eye contact	0	1-3	4-7	8-10	
Confidence	0	1-2	3-4	5	
Professional appearance	0	1-2	3-4	5	
Extent to which speech was sincere, interesting, clear, creative, convincing, and concise	0	1-3	4-7	8-10	

**Total Points** \_\_\_\_\_/100 max.

**Penalty Points.** Deduct five (5) points for presentations under 3:31 or over 4:29 minutes. \_\_\_\_\_

**Dress Code Penalty** Deduct five (5) points when dress code is not followed. \_\_\_\_\_

**Final Score** \_\_\_\_\_/100 max.

**Time:** \_\_\_\_\_

**Comments:**

# **RANKING SHEET – MISSOURI PBL**

## **IMPROMPTU SPEAKING**

<b>NAME OF SCHOOL</b>	<b>RANK BY JUDGE</b>	<b>RANK BY JUDGE</b>	<b>RANK BY JUDGE</b>	<b>TOTAL</b>	<b>FINAL RANK (Smaller Number Wins)</b>
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

In the event of a tie, the tie will be broken by awarding the higher rank to the person who received more small numbers from the judges.

↓ ↓      ✓ Winner  
 Example: 1 2 6 = 9    2  
    } Tied for second place  
    2 3 4 = 9    2

If tie remains after this step, judges will make a decision as to the rank to be assigned to the participants.